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**Bossier Parish Police Jury  
Benton, Louisiana**

**Primary Government Financial Statements**

**As of and For the Year Ended December 31, 2001  
With Supplemental Information Schedules**

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 8/14/02

Bossier Parish Police Jury  
Benton, Louisiana

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Benton, Louisiana

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## Independent Auditors' Report

Bossier Parish Police Jury  
Benton, Louisiana

We have audited the accompanying primary government financial statements of the Bossier Parish Police Jury, as of and for the year ended December 31, 2001, as listed in the table of contents. These financial statements are the responsibility of the Bossier Parish Police Jury's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

A primary government is a legal entity or body politic and includes all funds, organizations, institutions, agencies, departments, and offices that are not legally separate. Such legally separate entities are referred to as component units. In our opinion, the primary government financial statements present fairly, in all material respects, the financial position of the primary government of the Bossier Parish Police Jury, as of December 31, 2001, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

However, the primary government financial statements, because they do not include the financial data of component units of the Bossier Parish Police Jury, do not purport to, and do not, present fairly the financial position of the Bossier Parish Police Jury, as of December 31, 2001, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated June 14, 2002 on our consideration of the Bossier Parish Police Jury's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was made for the purpose of forming an opinion on the primary government financial statements taken as a whole. The accompanying supplemental information schedules listed in the table of contents and shown on pages 25-32, are presented for the purpose of additional analysis and are not a required part of the primary government financial statements of the Bossier Parish Police Jury. The accompanying schedule of expenditures of federal awards, shown on page 33, is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the primary government financial statements of the Bossier Parish Police Jury. Such information has been subjected to the auditing procedures applied in the audit of the primary government financial statements and, in our opinion, is fairly stated in all material respects in relation to the primary government financial statements taken as a whole.



Cook & Morehart  
Certified Public Accountants  
June 14, 2002

Bossier Parish Police Jury  
Benton, Louisiana  
Combined Balance Sheet - All Fund Types and Account Groups  
Primary Government  
December 31, 2001

|   | - Governmental Fund Types |               |           |                     | Fiduciary      |                 | Account Groups |              |                   | Totals-<br>Memorandum<br>Only |
|---|---------------------------|---------------|-----------|---------------------|----------------|-----------------|----------------|--------------|-------------------|-------------------------------|
|   | Special                   |               | Debt      |                     | Fund Types     |                 | General        |              | Long-Term<br>Debt |                               |
|   | General                   | Revenue       | Service   | Capital<br>Projects | Agency<br>Fund | Fixed<br>Assets |                |              |                   |                               |
| Assets and Other Debits   |                           |               |           |                     |                |                 |                |              |                   |                               |
| Cash and cash equivalents   | \$ 2,476,714              | \$ 6,952,421  | \$ 84,763 | \$ 5,829,655        | \$ 509,445     | \$              | \$             | \$           | \$ 15,852,998     |                               |
| Investments   |                           |               |           | 4,489,765           |                |                 |                |              | 4,489,765         |                               |
| Receivables   | 1,318,155                 | 5,792,569     |           | 469,283             |                |                 |                |              | 7,580,007         |                               |
| Due from other fund   | 37,813                    | 12,747        |           |                     |                |                 |                |              | 50,560            |                               |
| Land, buildings, equipment, and improvements                      |                           |               |           |                     |                |                 | 27,547,396     | 84,763       | 27,547,396        |                               |
| Amount available in debt service funds                            |                           |               |           |                     |                |                 |                |              | 84,763            |                               |
| Amount to be provided for retirement of<br>general long-term debt |                           |               |           |                     |                |                 |                |              |                   |                               |
| Total assets and other debits                                     | \$ 3,832,682              | \$ 12,757,737 | \$ 84,763 | \$ 10,788,703       | \$ 509,445     | \$              | \$ 27,547,396  | \$ 3,833,838 | 3,749,075         | \$ 59,354,564                 |
| Liabilities, Fund Equity, and Other Credit                        |                           |               |           |                     |                |                 |                |              |                   |                               |
| Liabilities:  |                           |               |           |                     |                |                 |                |              |                   |                               |
| Accounts and salaries payable                                     | \$ 160,872                | \$ 656,082    | \$        | \$ 266,184          | \$             | \$              |                | \$           | \$ 1,083,138      |                               |
| Due to other fund   | 12,747                    | 26,513        |           | 11,300              |                |                 |                |              | 50,560            |                               |
| Intergovernmental payable   |                           |               |           |                     | 509,445        |                 |                |              | 509,445           |                               |
| Certificates of indebtedness                                      |                           |               |           |                     |                |                 |                | 3,770,000    | 3,770,000         |                               |
| Compensated absences  |                           |               |           |                     |                |                 |                | 63,838       | 63,838            |                               |
| Total liabilities   | 173,619                   | 682,595       |           | 277,484             | 509,445        |                 |                | 3,833,838    | 5,476,981         |                               |
| Fund Equity and Other Credit:                                     |                           |               |           |                     |                |                 |                |              |                   |                               |
| Investment in general fixed assets                                |                           |               |           |                     |                |                 | 27,547,396     |              | 27,547,396        |                               |
| Fund balances:  |                           |               |           |                     |                |                 |                |              |                   |                               |
| Reserved - debt service   |                           |               |           |                     |                |                 |                |              | 84,763            |                               |
| Unreserved:   |                           |               |           |                     |                |                 |                |              |                   |                               |
| Undesignated  |                           |               |           | 10,511,219          |                |                 |                |              |                   | 26,245,424                    |
| Total fund equity   | 3,659,063                 | 12,075,142    |           | 10,511,219          |                |                 | 27,547,396     |              | 53,877,583        |                               |
| Total liabilities, fund equity and other credit                   | \$ 3,832,682              | \$ 12,757,737 | \$ 84,763 | \$ 10,788,703       | \$ 509,445     | \$              | \$ 27,547,396  | \$ 3,833,838 | \$ 59,354,564     |                               |

The accompanying notes are an integral part of this statement.



Bossier Parish Police Jury  
Benton, Louisiana  
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances  
Primary Government  
All Governmental Fund Types  
For the Year Ended December 31, 2001

|   | General             | Special<br>Revenue   | Debt<br>Service  | Capital<br>Projects  | Totals-<br>Memorandum<br>Only |
|---|---------------------|----------------------|------------------|----------------------|-------------------------------|
| <b>Revenues:</b>  |                     |                      |                  |                      |                               |
| Ad valorem taxes  | \$ 747,082          | \$ 4,675,993         | \$               | \$                   | \$ 5,423,075                  |
| Sales tax   | 782,519             | 3,902,649            |                  | 5,136,488            | 9,821,656                     |
| Licenses and permits  | 344,098             | 2,140                |                  |                      | 346,238                       |
| Intergovernmental revenues  | 1,377,331           | 3,721,612            |                  | 25,239               | 5,124,182                     |
| Fees, charges, and commissions for services                                       | 108,334             | 158,943              |                  | 1,536,600            | 1,803,877                     |
| Fines and forfeitures   |                     | 701,783              |                  |                      | 701,783                       |
| Use of money and property   | 109,420             | 301,185              | 1,867            | 312,410              | 724,882                       |
| Other revenues  | 324,164             | 216,132              |                  |                      | 540,296                       |
| <b>Total revenues</b>   | <b>3,792,948</b>    | <b>13,680,437</b>    | <b>1,867</b>     | <b>7,010,737</b>     | <b>24,485,989</b>             |
| <b>Expenditures:</b>  |                     |                      |                  |                      |                               |
| Current:  |                     |                      |                  |                      |                               |
| General government:   |                     |                      |                  |                      |                               |
| Legislative   | 292,066             |                      |                  |                      | 292,066                       |
| Judicial  | 250,462             | 1,062,190            |                  |                      | 1,312,652                     |
| Elections   | 96,029              |                      |                  |                      | 96,029                        |
| Finance and administrative  | 807,459             | 247,544              |                  | 38,056               | 1,093,059                     |
| Other   | 840,770             |                      |                  |                      | 840,770                       |
| Public safety   | 794,193             | 1,916,405            |                  |                      | 2,710,598                     |
| Public works  | 87,453              | 4,485,508            |                  |                      | 4,572,961                     |
| Health and welfare  | 97,366              | 2,407,429            |                  |                      | 2,504,795                     |
| Culture and recreation  |                     | 2,564,096            |                  |                      | 2,564,096                     |
| Economic development  | 150,421             |                      |                  |                      | 150,421                       |
| Capital projects  |                     |                      |                  | 1,943,658            | 1,943,658                     |
| Debt service:   |                     |                      |                  |                      |                               |
| Principal retirement  |                     |                      | 655,000          |                      | 655,000                       |
| Interest and other charges  |                     |                      | 192,457          |                      | 192,457                       |
| <b>Total expenditures</b>   | <b>3,416,219</b>    | <b>12,683,172</b>    | <b>847,457</b>   | <b>1,981,714</b>     | <b>18,928,562</b>             |
| <b>Excess (deficiency) of revenues over expenditures</b>                          | <b>376,729</b>      | <b>997,265</b>       | <b>(845,590)</b> | <b>5,029,023</b>     | <b>5,557,427</b>              |
| <b>Other financing sources (uses):</b>  |                     |                      |                  |                      |                               |
| Operating transfers in  | 315,943             | 638,000              | 860,000          |                      | 1,813,943                     |
| Operating transfers out   | (638,000)           | (860,000)            |                  | (315,943)            | (1,813,943)                   |
| <b>Total other financing sources (uses)</b>                                       | <b>(322,057)</b>    | <b>(222,000)</b>     | <b>860,000</b>   | <b>(315,943)</b>     |                               |
| <b>Excess (deficiency) of revenues and other over expenditures and other uses</b> | <b>54,672</b>       | <b>775,265</b>       | <b>14,410</b>    | <b>4,713,080</b>     | <b>5,557,427</b>              |
| <b>Fund balances at beginning of year</b>   | <b>3,577,878</b>    | <b>11,326,390</b>    | <b>70,353</b>    | <b>5,798,139</b>     | <b>20,772,760</b>             |
| <b>Residual equity transfer</b>   | <b>26,513</b>       | <b>(26,513)</b>      |                  |                      |                               |
| <b>Fund balances at end of year</b>   | <b>\$ 3,659,063</b> | <b>\$ 12,075,142</b> | <b>\$ 84,763</b> | <b>\$ 10,511,219</b> | <b>\$ 26,330,187</b>          |

The accompanying notes are an integral part of this statement.

Bossier Parish Police Jury  
Benton, Louisiana  
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances  
Primary Government  
Budget (Cash Basis) and Actual - General and Special Revenue Funds  
For the Year Ended December 31, 2001

|   | General Fund        |                     |  | Special Revenue Fund |                     |  |
|---|---------------------|---------------------|--|----------------------|---------------------|--|
|   | Budget              | Actual              | Variance<br>Favorable<br>(Unfavorable) | Budget               | Actual              | Variance<br>Favorable<br>(Unfavorable) |
| <b>Revenues:</b>  |                     |                     |  |                      |                     |  |
| Ad valorem taxes  | \$ 705,000          | \$ 711,390          | \$ 6,390                               | \$ 4,275,000         | \$ 4,388,412        | \$ 113,412                             |
| Sales tax   | 700,000             | 721,884             | 21,884                                 | 3,500,000            | 3,671,138           | 171,138                                |
| Licenses and permits  | 338,000             | 362,887             | 24,887                                 | 2,200                | 2,140               | (60)                                   |
| Intergovernmental revenues  | 1,618,180           | 2,013,362           | 395,182                                | 3,686,122            | 3,695,296           | 9,174                                  |
| Fees, charges, and commissions for services                                   | 105,100             | 108,334             | 3,234                                  | 154,100              | 154,520             | 420                                    |
| Fines and forfeitures   |                     |                     |  | 717,500              | 718,421             | 921                                    |
| Use of money and property   | 117,000             | 109,420             | (7,580)                                | 275,000              | 301,186             | 26,186                                 |
| Other revenues  | 569,910             | 243,607             | (326,303)                              | 196,590              | 216,131             | 19,541                                 |
| Total revenues  | <u>4,153,190</u>    | <u>4,270,884</u>    | <u>117,694</u>                         | <u>12,806,512</u>    | <u>13,147,244</u>   | <u>340,732</u>                         |
| <b>Expenditures:</b>  |                     |                     |  |                      |                     |  |
| Current:  |                     |                     |  |                      |                     |  |
| General government:   |                     |                     |  |                      |                     |  |
| Legislative   | 303,750             | 292,116             | 11,634                                 |                      |                     |  |
| Judicial  | 314,025             | 231,472             | 82,553                                 | 1,267,000            | 1,085,547           | 181,453                                |
| Elections   | 137,975             | 116,213             | 21,762                                 |                      |                     |  |
| Finance and administrative  | 1,232,380           | 1,167,787           |  | 552,756              | 231,894             | 320,862                                |
| Other   | 889,002             | 680,408             | 208,594                                |                      |                     |  |
| Public safety   | 768,000             | 790,007             | (22,007)                               | 1,945,250            | 1,944,083           | 1,167                                  |
| Public works  | 172,500             | 177,002             | (4,502)                                | 5,302,350            | 4,453,532           | 848,818                                |
| Health and welfare  | 110,616             | 97,341              | 13,275                                 | 2,036,866            | 2,544,344           | (507,478)                              |
| Culture and recreation  |                     |                     |  | 2,663,990            | 2,487,542           | 176,448                                |
| Capital projects  |                     |                     |  |                      |                     |  |
| Economic development  | 160,900             | 149,273             | 11,627                                 |                      |                     |  |
| Total expenditures  | <u>4,089,148</u>    | <u>3,701,619</u>    | <u>387,529</u>                         | <u>13,768,212</u>    | <u>12,746,942</u>   | <u>1,021,270</u>                       |
| Excess (deficiency) of revenues<br>over expenditures                          | <u>64,042</u>       | <u>569,265</u>      | <u>505,223</u>                         | <u>(961,700)</u>     | <u>400,302</u>      | <u>1,362,002</u>                       |
| Other financing sources (uses):   |                     |                     |  |                      |                     |  |
| Operating transfers in  | 356,650             | 315,943             | (40,707)                               | 638,000              | 638,000             |  |
| Operating transfers out   | (638,000)           | (638,000)           |  | (860,000)            | (860,000)           |  |
| Total other financing sources (uses)  | <u>(281,350)</u>    | <u>(322,057)</u>    | <u>(40,707)</u>                        | <u>(222,000)</u>     | <u>(222,000)</u>    |  |
| Excess (deficiency) of revenues and other<br>over expenditures and other uses | <u>(217,308)</u>    | <u>247,208</u>      | <u>464,516</u>                         | <u>(1,183,700)</u>   | <u>178,302</u>      | <u>1,362,002</u>                       |
| Fund balances at beginning of year  | 2,188,000           | 2,211,846           | 23,846                                 | 6,439,889            | 6,791,779           | 351,890                                |
| Residual equity transfer  |                     | 17,660              | 17,660                                 |                      | (17,660)            | (17,660)                               |
| Fund balances at end of year  | <u>\$ 1,970,692</u> | <u>\$ 2,476,714</u> | <u>\$ 506,022</u>                      | <u>\$ 5,256,189</u>  | <u>\$ 6,952,421</u> | <u>\$ 1,696,232</u>                    |

The accompanying notes are an integral part of this statement.



Bossier Parish Police Jury  
Benton, Louisiana  
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances  
Primary Government  
Budget (Cash Basis) and Actual - Debt Service and Capital Projects Funds  
For the Year Ended December 31, 2001

|   | Debt Service Fund |           |  | Capital Projects Funds |               |  |
|---|-------------------|-----------|--|------------------------|---------------|--|
|   | Budget            | Actual    | Variance<br>Favorable<br>(Unfavorable) | Budget                 | Actual        | Variance<br>Favorable<br>(Unfavorable) |
| Revenues:   |                   |           |  |                        |               |  |
| Ad Valorem Taxes  | \$                | \$        | \$                                     | \$                     | \$            | \$                                     |
| Sales taxes   |                   |           |  | 5,000,000              | 5,193,014     | 193,014                                |
| Intergovernmental revenues  |                   |           |  |                        | 25,239        | 25,239                                 |
| Fees, charges, and commissions for services                                   |                   |           |  | 1,390,000              | 1,498,255     | 108,255                                |
| Other   |                   |           |  | 74,000                 |               | (74,000)                               |
| Use of money and property   | 1,000             | 1,867     | 867                                    | 238,000                | 356,511       | 118,511                                |
| Total revenues  | 1,000             | 1,867     | 867                                    | 6,702,000              | 7,073,019     | 371,019                                |
| Expenditures:   |                   |           |  |                        |               |  |
| Capital projects  |                   |           |  | 2,340,100              | 1,715,531     | 624,569                                |
| Debt service:   |                   |           |  |                        |               |  |
| Principal   | 655,000           | 655,000   |  |                        |               |  |
| Interest and other charges  | 194,300           | 192,457   | 1,843                                  |                        |               |  |
| Total expenditures  | 849,300           | 847,457   | 1,843                                  | 2,340,100              | 1,715,531     | 624,569                                |
| Excess (deficiency) of revenues<br>over expenditures                          | (848,300)         | (845,590) | 2,710                                  | 4,361,900              | 5,357,488     | 995,588                                |
| Other financing sources (uses):   |                   |           |  |                        |               |  |
| Operating transfers in  | 860,000           | 860,000   |  |                        |               |  |
| Operating transfers out   |                   |           |  | (356,650)              | (315,943)     | 40,707                                 |
| Total other financing sources (uses)  | 860,000           | 860,000   |  | (356,650)              | (315,943)     | 40,707                                 |
| Excess (deficiency) of revenues and other<br>over expenditures and other uses | 11,700            | 14,410    | 2,710                                  | 4,005,250              | 5,041,545     | 1,036,295                              |
| Fund balances at beginning of year  | 70,000            | 70,353    | 353                                    | 5,272,000              | 5,277,873     | 5,873                                  |
| Fund balances at end of year  | \$ 81,700         | \$ 84,763 | \$ 3,063                               | \$ 9,277,250           | \$ 10,319,418 | \$ 1,042,168                           |

The accompanying notes are an integral part of this statement.

**Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001**

## **INTRODUCTION**

The Bossier Parish Police Jury is the governing authority for Bossier Parish and is a political subdivision of the State of Louisiana. The Police Jury is governed by 12 jurors representing the various districts within the parish. The jurors serve four-year terms that expire in December, 2003.

Louisiana Revised Statute (R.S.) 33:1236 gives the police jury various powers in regulating and directing the affairs of the parish and its inhabitants. The more notable of those are the power to make regulations for its own government; to regulate the construction and maintenance of roads, bridges, and drainage systems; to regulate the sale of alcoholic beverages; and to provide for the health and welfare of the poor, disadvantaged, and unemployed in the parish. Funding to accomplish these tasks is provided by ad valorem taxes, sales tax, beer and alcoholic beverage permits, state revenue sharing, and various other state and federal grants.

### **(1) Summary of Significant Accounting Policies**

#### **A. Basis of Presentation**

The accompanying financial statements of the Bossier Parish Police Jury have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

#### **B. Reporting Entity**

As the governing authority of the parish, for reporting purposes, the Bossier Parish Police Jury is the financial reporting entity for Bossier Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with police jury are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

GASB Statement No. 14 established criteria for determining which component units should be considered part of the Bossier Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
  - a. The ability of the police jury to impose its will on that organization and/or
  - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001  
(Continued)

2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

**Blended Component Unit** – Component units that are legally separate from the police jury, but are so intertwined with the police jury that they are, in substance, the same as the police jury are blended component units. For a component unit to be blended, the organization's board and the police jury must be substantively the same, or the organization must provide services entirely or almost entirely to the police jury. The following component units are reported as part of the police jury and *blended* with the appropriate police jury funds:

**Bossier Parish Library.** Bossier Parish Library does not possess all the corporate powers necessary to make them a legally separate entity and the police jury holds the Library's corporate powers. Therefore, we conclude that they are part of the police jury and their financial statements should be blended with those of the police jury.

**Discrete Component Units** – Component units that are legally separate from the police jury, but are financially accountable to the police jury, or whose relationship with the police jury are such that exclusion would cause the police jury's financial statements to be misleading or incomplete are discretely presented. The police jury has identified the following discrete component units:

**Bossier Parish Sheriff's Office, Bossier Parish Clerk of Court, Bossier Parish Tax Assessor, and the District Attorney for the Twenty-Sixth Judicial District.** Even though these are independently elected officials and are legally separate from the police jury, they are fiscally dependent on the police jury. The officials are fiscally dependent because the police jury has approval authority over the officials' capital budget. The police jury has approval authority over the officials' capital budget because the office space for the officials is furnished by the police jury, major capital purchases for the officials are included in the police jury's overall budget, and title to real property is in the name of the police jury. By using the fiscal dependency criterion, we conclude that these organizations are component units of the police jury.

**Bossier Parish Communications District Number One.** This entity was created by the police jury. The Communications District is governed by a Board of Commissioners which are appointed by the police jury. The police jury is financially accountable for the communication district because it appoints a voting majority of the governing board and has the ability to impose its will on them.

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001  
(Continued)

**Other Special Districts**

There are a number of special districts located in Bossier Parish (fire and ambulance) that each provide services to a limited number of parish citizens. The police jury appoints all board members of those districts which do not include a municipality within their boundaries. Therefore, the police jury can impose its will on these districts. While these districts are responsible for obtaining voter approval for the levy of taxes or debt issuance, all related Louisiana State Bond Commission approvals must be obtained through the police jury. The police jury appoints two of the five board members of those districts which include a municipality and therefore cannot impose its will on these entities. However, it would be misleading to include some like districts in the financial statements while excluding others. These agencies are:

- East-Central Bossier Parish Fire Protection District No. 1
- South Bossier Parish Fire Protection District No. 2
- Ivan Fire Protection District No. 3
- Benton Fire Protection District No. 4
- Northeast Bossier Parish Fire Protection No. 5
- Bossier Parish Emergency Medical Services District
- Bossier Parish Fire District No. 6

Complete financial statements of the individual component units may be obtained from their respective administration offices or from the Bossier Parish Police Jury at the Bossier Parish Courthouse in Benton, Louisiana.

The police jury has chosen to issue financial statements of the primary government (police jury) only; therefore, none of the previously listed discrete component units are included in the accompanying financial statements.

GASB Statement No. 14 provides for the issuance of primary government financial statements that are separate from those of the reporting entity. However, the primary government's (police jury) financial statements are not a substitute for the reporting entity's financial statements. The accompanying primary government financial statements have been prepared in conformity with generally accepted accounting principles as applied to governmental units. These financial statements are not intended to and do not report on the reporting entity but rather are intended to reflect only the financial statements of the primary government (police jury).

(Continued)



Bossier Parish Police Jury  
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Notes to Financial Statements  
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(Continued)

**Other Related Organizations**

Considered in the determination of component units of the reporting entity were the following:

Cypress-Black Bayou Recreation and Water Conservation District and Shreveport-Bossier Convention and Tourist Bureau. The police jury appoints only one (1) board member and has no significant contact or influence to the recreation district and tourist bureau.

The police jury appoints two (2) of seven (7) board members of the Caddo-Bossier Port Commission but has no significant contact or influence within the Port Commission.

The police jury appoints the board members of the Industrial Development Board of the Parish of Bossier, Inc., but does not have the ability to impose its will and no financial benefit/burden relationship exists between them.

The police jury is currently providing office space for the Bossier Parish Indigent Defender Board. The police jury is not legally required to do so. Also, the police jury does not have the ability to impose its will and no financial benefit/burden relationship exists between the police jury and the Indigent Defender Board.

It was determined that these governmental entities are not component units of the Bossier Parish Police Jury reporting entity because of the reasons listed above.

**C. Fund Accounting**

The police jury uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recorded in the funds because they do not directly affect net expendable available financial resources.

Funds of the police jury are classified into two categories: governmental and fiduciary. In turn, each category is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

(Continued)

Bossier Parish Police Jury  
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Notes to Financial Statements  
December 31, 2001  
(Continued)

**Governmental Funds:**

Governmental funds are used to account for all or most of the police jury's general activities, including the collection and disbursement of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds include:

1. General Fund — the general operating fund of the police jury and accounts for all financial resources, except those required to be accounted for in other funds.
2. Special Revenue Funds — account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. In addition, the general fund of the blended component unit is reported as a special revenue fund.
3. Debt Service Funds — account for transactions relating to resources retained and used for the payment of principal and interest on those long-term obligations recorded in the general long-term debt account group.
4. Capital Projects Funds — account for financial resources received and used for the acquisition, construction, or improvement of capital facilities not reported in the other governmental funds.

**Fiduciary Funds:**

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the police jury. Fiduciary funds include:

1. Agency funds — account for assets that the police jury holds on behalf of the Twenty-Sixth Judicial District Attorney as his agent. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

**Account Groups:**

General Fixed Assets Account Group — account for fixed assets used in governmental fund type operations for control purposes.

General Long-Term Debt Account Group — account for long-term liabilities to be financed from governmental funds.

(Continued)



Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001  
(Continued)

D. Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by all governmental funds and agency funds. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Ad valorem taxes and the related state revenue sharing are recorded in the year the taxes are assessed. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December of the current year and January and February of the ensuing year.

Sales tax revenues are recorded in the year the taxes are collected by the collecting agents.

Fines, forfeitures, fees, and court costs are recognized in the period they are collected by the Bossier Parish Sheriff.

Federal and state grants are recorded when the police jury is entitled to the funds, except for certain federal grants which require funds not expended to be returned to the funding source. On those grants revenue is recognized only upon expending those funds. Grant funds received but not expended is reflected in the financial statements as deferred revenue.

Racetrack license permit revenue is recorded when the police jury is entitled to the funds.

The statutory transfer from the clerk of court, which represents excess funds of the clerk of court at the end of each four-year term, is recorded when due (which is every four years if the clerk has excess funds).

Interest income on time deposits is recorded when the time deposits have matured and the interest is available. Interest income on interest bearing demand deposits is recorded at the end of each month when credited by the bank.

Substantially all other revenues are recorded when they become available to the police jury.

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Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001  
(Continued)

Expenditures

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for accumulated vacation and sick leave, which are recognized when paid, and principal and interest on general long-term obligations, which are not recognized until due.

Other Financing Sources (Uses)

Transfers between funds that are not expected to be repaid, the sale of assets, proceeds from the sale of bonds, and long-term loan proceeds are accounted as other financing sources (uses). Other financing sources (uses) are recorded when the underlying event occurs.

E. Budgets

The police jury uses the following budget practices:

Proposed budgets for the ensuing year are prepared by the Secretary-Treasurer during October of each year. During the month of November, the finance committee reviews the proposed budgets and makes changes as it deems appropriate. The availability of the proposed budgets for public inspection and the date of the public hearing on the budgets are then advertised in the official journal. Prior to its regular December meeting, the police jury holds a public hearing on the proposed budgets in order to receive comments from the public and other interested parties. Changes are made to the proposed budgets based on the public hearing and the desires of the police jury as a whole. The budgets are then adopted during the police jury's regular December meeting or a special meeting held no later than 15 days prior to the beginning of the fiscal year, and notice is published in the official journal.

The police jury receives periodic budget comparison statements during the year that are used as a tool to control the operations of the parish. The Secretary-Treasurer presents necessary budget amendments to the police jury during the year when, in their judgment, actual operations differ materially from those anticipated in the original budgets. During a regular or special meeting, the police jury reviews the proposed amendments, makes changes as it feels necessary, and formally adopts the amendments. The adoption of the amendments is included in the police jury minutes published in the official journal.

The police jury exercises budgetary control at the functional level. Within functions, the Secretary-Treasurer has the authority to make amendments of up to 5%, as necessary. The police jury does not recognize encumbrances; therefore, encumbrances are not reflected for either budget or accounting purposes. Unexpended appropriations lapse at year end and must be reappropriated in the next year's budget to be expended.

(Continued)

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Notes to Financial Statements  
December 31, 2001  
(Continued)

The availability of proposed budgets and the date of the public hearing for the 2001 budgets were published in the official journal on November 20, 2000. The 2001 budget hearings were held, and the budgets adopted at the jury meeting on December 6, 2000. Notice of adoption of the budgets was subsequently advertised in the official journal.

For the year ended December 31, 2001, the police jury adopted budgets on a cash basis for the general fund, all special revenue funds, all debt service funds, and all capital projects funds.

Budget comparison statements included in the accompanying financial statements include the original adopted budgets and all subsequent amendments. The following schedule reconciles excess (deficiency) of revenues and other sources over expenditures and other uses on the statement of revenues, expenditures and changes in fund balances (budget basis) with the amounts shown on the statement of revenues, expenditures and changes in fund balances (GAAP basis):

|  | <u>General<br/>Fund</u> | <u>Special<br/>Revenue<br/>Funds</u> | <u>Debt<br/>Service<br/>Fund</u> | <u>Capital<br/>Projects<br/>Funds</u> |
|--|-------------------------|--------------------------------------|----------------------------------|---------------------------------------|
| Excess (deficiency) of<br>revenues and other<br>sources over<br>expenditures and<br>other uses (budget<br>basis) | \$ 247,208              | \$ 178,302                           | \$ 14,410                        | \$ 5,041,545                          |
| Adjustments:   |                         |                                      |                                  |                                       |
| Revenue accruals – net   | ( 179,307)              | 533,193                              | –                                | ( 62,282)                             |
| Expenditures accruals –<br>net   | <u>( 13,229)</u>        | <u>63,770</u>                        | <u>–</u>                         | <u>( 266,183)</u>                     |
| Excess of revenues and<br>other sources over<br>expenditures and<br>other uses (GAAP<br>basis)                   | <u>\$ 54,672</u>        | <u>\$ 775,265</u>                    | <u>\$ 14,410</u>                 | <u>\$ 4,713,080</u>                   |

(Continued)

Bossier Parish Police Jury  
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Notes to Financial Statements  
December 31, 2001  
(Continued)

F. Encumbrances

Encumbrance accounting, under which purchase orders are recorded in order to reserve that portion of the applicable appropriation, is not employed. However, outstanding purchase orders are taken into consideration before expenditures are incurred to assure that applicable appropriations are not exceeded.

G. Cash and Cash Equivalents and Investments

Cash includes amounts in petty cash, demand deposits, interest bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the police jury may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

Investments are limited by R.S. 33:2955 and the police jury's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

H. Short-Term Interfund Receivable/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as due from other funds or due to other funds on the balance sheet. Short-term interfund loans are classified as interfund receivables/payables.

I. Fixed Assets

Fixed assets of governmental funds are recorded as expenditures at the time purchased or constructed, and the related assets are capitalized (reported) in the general fixed assets account group. Capital projects not completed by the end of the year are classified as construction in progress in the general fixed assets account group. Public domain or infrastructures are not capitalized. Interest costs incurred during construction are not capitalized. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost. If actual historical cost is not available then they are valued at estimated historical cost, based on the actual historical cost of like items.

J. Compensated Absences

Employees of the police jury earn from 5 to 15 days of vacation leave each year, depending on their lengths of service. Employees may carry no more than one-half of their normal yearly benefit forward to the next benefit year. Upon termination of employment, employees will be paid for unused vacation time that they are eligible for according to the police jury policy.

(Continued)



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(Continued)

Employees of the police jury will accrue sick leave benefits which are calculated on the basis of a "benefit year" at the rate of 6 days per year. Unused sick leave will be allowed to accumulate without limit. Unused sick leave benefits will not be paid to employees while they are employed or upon termination of employment.

Employees of the library earn from 6 to 24 days of vacation leave each year, depending on their professional status. Three days of vacation leave may be carried forward into the following year. Employees have the option of receiving compensation or credit applied to retirement for days carried forward and any current-year unused vacation leave. Employees earn 12 days of sick leave each year that may be accumulated to a maximum of 48 days. Accumulated sick leave is used in the employee's retirement benefit computation. Accumulated sick leave is forfeited upon termination of employment.

**K. Long-Term Obligations**

Long-term obligations expected to be financed from governmental funds are reported in the general long-term debt account group. Expenditures for principal and interest payments for long-term obligations are recognized in the governmental funds when due.

**L. Interfund Transactions**

Quasi-external transactions are accounted for as revenues, expenditures, or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

**M. Sales Taxes**

During 1995 a special election was held in which a 1 ½% sales tax was passed in the Rural Sales Tax District of the Parish of Bossier, State of Louisiana. The sales tax is to be used for opening, operating, constructing and maintaining the public roads, bridges and drainage facilities.

During 1999, a special election was held in which a ¼% sales tax was passed in the Sales Tax District No. 1 of Bossier Parish, State of Louisiana. The sales tax is to be used for constructing, improving, acquiring, operating and maintaining facilities and equipment, ambulance service and otherwise paying the cost of ambulance service for the residents of Bossier Parish.

(Continued)

Bossier Parish Police Jury  
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Notes to Financial Statements  
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(Continued)

During 2000, a special election was held in which a  $\frac{1}{2}\%$  sales tax was passed in the Parish of Bossier, State of Louisiana. The sales tax is to be allocated 70% to the Bossier Parish Police Jury and 30% to the Law Enforcement District of the Parish of Bossier, represented by the Sheriff of Bossier Parish. The parish's share is to be used for capital improvement purposes including a maximum security jail and courthouse facilities.

**N. Use of Estimates**

Management uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and reported revenues and expenses. Actual results could differ from those estimates.

**O. Total Columns on Combined Statements**

Total columns on the combined statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

**(2) Levied Taxes**

The following is a summary of authorized and levied ad valorem taxes for the primary government for the year ended December 31, 2001:

|                         | <u>Authorized<br/>Millage</u> | <u>Levied<br/>Millage</u> | <u>Expiration<br/>Date</u> |
|-------------------------|-------------------------------|---------------------------|----------------------------|
| Parishwide taxes:       |                               |                           |                            |
| General maintenance:    |                               |                           |                            |
| Outside municipalities  | 4.00                          | 3.54                      | Statutory                  |
| Within municipalities   | 2.00                          | 1.77                      | Statutory                  |
| Road maintenance        | 2.48                          | 2.31                      | 2007                       |
| Library                 | 8.31                          | 8.31                      | 2005                       |
| Health unit maintenance | .82                           | .76                       | 2007                       |
| Correctional facilities | 3.00                          | 2.58                      | 2011                       |

The differences between authorized and levied millages are the result of the reassessment of taxable property required by Article 7, Section 23 of the Louisiana Constitution of 1974.

(Continued)



Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001  
(Continued)

(3) Cash and Cash Equivalents

At December 31, 2001, the police jury has cash and cash equivalents (book balances) totaling \$15,852,998 as follows:

|                                     |                      |
|-------------------------------------|----------------------|
| Petty cash                          | \$ 500               |
| Interest-bearing demand deposits    | 1,715,998            |
| Noninterest-bearing demand deposits | 75,000               |
| Time deposits                       | 14,061,500           |
|                                     | <u>\$ 15,852,998</u> |

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At December 31, 2001, the police jury has \$16,440,569 in deposits (collected bank balances). These deposits are secured from risk by \$775,000 of federal deposit insurance and \$12,718,934 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3). The remaining balance of \$2,946,635 was unsecured. On January 14, 2002, an additional \$4,986,650 of securities were pledged to the police jury.

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, R.S. 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified that the fiscal agent has failed to pay deposited funds upon demand.

(4) Investments

At December 31, 2001, the police jury had investments totaling \$4,489,765 in Louisiana Asset Management Pool (LAMP). The investments are registered in the name of LAMP and are held in the custodial bank's trust account at the Federal Reserve. Because the investments are held by the custodian in the name of LAMP, the investments are considered Category A in applying the credit risk of GASB Codification Section 150.125. The market value of this particular type of investment is not materially different from its carrying amount.

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001  
(Continued)

(5) Receivables

The following is a summary of receivables at December 31, 2001:

| <u>Class of<br/>Receivable</u>                 | <u>General<br/>Fund</u>    | <u>Special<br/>Revenue<br/>Funds</u> | <u>Capital<br/>Projects</u> | <u>Total</u>               |
|--|----------------------------|--------------------------------------|-----------------------------|----------------------------|
| Ad valorem taxes                               | \$ 834,264                 | \$ 5,151,206                         | \$ -                        | \$ 5,985,470               |
| Sales and use taxes                            | 49,335                     | 231,511                              | 363,606                     | 644,452                    |
| Intergovernmental                              | 426,940                    | 362,384                              | -                           | 789,324                    |
| Fees, charges, and<br>commissions for services | 6,461                      | 13,025                               | 105,677                     | 125,163                    |
| Fines and forfeitures                          | -                          | 34,443                               | -                           | 34,443                     |
| Other  | 1,155                      | -                                    | -                           | 1,155                      |
| <b>Total</b>                                   | <b><u>\$ 1,318,155</u></b> | <b><u>\$ 5,792,569</u></b>           | <b><u>\$ 469,283</u></b>    | <b><u>\$ 7,580,007</u></b> |

(6) Fixed Assets

The changes in general fixed assets follow:

|                                       | <u>Balance<br/>January 1,<br/>2001</u> | <u>Additions</u>           | <u>Retirements</u>          | <u>Balance<br/>December 31,<br/>2001</u> |
|---------------------------------------|--|----------------------------|-----------------------------|--|
| General fixed assets:                 |  |                            |                             |  |
| Land                                  | \$ 3,239,088                           | \$ 15,500                  | \$ ( 94,100)                | \$ 3,160,488                             |
| Buildings                             | 14,176,625                             | 336,881                    | ( 4,000)                    | 14,509,506                               |
| Improvements other<br>than buildings  | 657,080                                | -                          | -                           | 657,080                                  |
| Machinery, furniture<br>and equipment | 6,146,726                              | 731,678                    | ( 9,033)                    | 6,869,371                                |
| Library books, etc.                   | 2,159,406                              | 351,373                    | ( 159,828)                  | 2,350,951                                |
|                                       | <b><u>\$26,378,925</u></b>             | <b><u>\$ 1,435,432</u></b> | <b><u>\$ ( 266,961)</u></b> | <b><u>\$ 27,547,396</u></b>              |

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
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(Continued)

(7) Pension Plan

*Plan Description.* Substantially all employees of the Bossier Parish Police Jury are members of the Parochial Employees Retirement System of Louisiana (System), a cost-sharing, multiple-employer defined benefit pension plan administered by a separate board of trustees. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the police jury are members of Plan A.

All permanent employees working at least 28 hours per week who are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3% of their final-average salary for each year of creditable service. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System, Post Office Box 14619, Baton Rouge, Louisiana 70898-4619, or by calling (225) 928-1361.

*Funding Policy.* State statute requires covered employees to contribute a percentage of their salaries to the plan. As provided by R.S. 11:103, the employer contributions are determined by an actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. Under Plan A, members are required by state statute to contribute 9.5% of their annual covered salary and the Bossier Parish Police Jury is required to contribute at an actuarially determined rate. The current rate is 7.75% of annual covered payroll. Contributions to the System include one-fourth of one% (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The Bossier Parish Police Jury's contributions to the System under Plan A for the years ending December 31, 2001, 2000, and 1999, were \$317,128, \$276,860, and \$260,130, respectively, equal to the required contributions for each year.

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Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
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(Continued)

(8) Other Postemployment Benefits

The Bossier Parish Police Jury provides certain continuing health care benefits for its retired employees. Substantially all of the police jury's employees become eligible for these benefits if they reach normal retirement age while working for the police jury. These benefits for retirees and similar benefits for active employees are provided through an insurance company whose monthly premiums are paid jointly by the employee and the police jury. *The police jury recognizes the cost of providing these benefits as an expenditure when paid during the year.*

The premiums paid to the insurance company for group hospitalization coverage in 2001 were \$1,155,112. Of this amount, \$750,823 (65%) was paid by the police jury. Of this expenditure, \$81,630 was for 25 retirees, with the remaining \$669,193 paid for active employees.

(9) Accounts and Salaries Payable

The payables of \$1,083,138 at December 31, 2001, are as follows:

| <u>Class of Payable</u> | <u>General<br/>Fund</u> | <u>Special<br/>Revenue<br/>Funds</u> | <u>Capital<br/>Projects<br/>Funds</u> |
|-------------------------|-------------------------|--------------------------------------|---------------------------------------|
| Salaries                | \$ 13,751               | \$ 50,038                            | \$                                    |
| Accounts                | 147,121                 | 606,044                              | 266,184                               |
|                         | <u>\$ 160,872</u>       | <u>\$ 656,082</u>                    | <u>\$ 266,184</u>                     |

(10) Compensated Absences

At December 31, 2001, employees of the police jury have accumulated and vested \$63,838 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. This total amount is recorded in the general long-term debt account group. The amount expected to be paid from current resources is not significant. The cost of leave privileges, computed in accordance with the above codification, is recognized as a current-year expenditure within the various funds when leave is actually taken.

(11) Changes in General Long-Term Obligations

The following is a summary of the long-term obligation transactions for the year ended December 31, 2001:

|                              | <u>2000</u>         | <u>Additions</u> | <u>Retirements</u> | <u>2001</u>         |
|------------------------------|---------------------|------------------|--------------------|---------------------|
| Certificates of Indebtedness | \$ 4,425,000        | \$ -             | \$ 655,000         | \$ 3,770,000        |
| Compensated Absences         | 59,932              | 3,906            | -                  | 63,838              |
|                              | <u>\$ 4,484,932</u> | <u>\$ 3,906</u>  | <u>\$ 655,000</u>  | <u>\$ 3,833,838</u> |

(Continued)

Bossier Parish Police Jury  
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(Continued)

Certificates of indebtedness are comprised of the following issues:

|  |                     |
|--|---------------------|
| Series 1996, original amount \$5,000,000 for rural road construction due in annual installments of \$410,000 to \$605,000, through January 1, 2006; interest rates range from 3.9% to 4.8%; repayment of debt is paid from sales tax revenue from the Highway Fund                 | \$ 2,770,000        |
| Series 1996A, original amount \$1,785,000 for construction of a Library History Center, due in annual installments of \$145,000 to \$220,000 through March 1, 2006; interest rates range from 3.95% to 5.0%; repayment of debt is paid from ad valorem taxes from the Library Fund | <u>1,000,000</u>    |
|  | <u>\$ 3,770,000</u> |

At December 31, 2001, the police jury has accumulated \$84,763 in the debt service funds for future debt requirements. The annual requirements to amortize all certificates outstanding at December 31, 2001, including interest of \$464,260 are as follows:

| <u>Fiscal Year</u> | <u>Series 1996</u>  | <u>Series 1996A</u> | <u>Total</u>        |
|--------------------|---------------------|---------------------|---------------------|
| 2002               | \$ 621,560          | \$ 224,270          | \$ 845,830          |
| 2003               | 623,525             | 225,665             | 849,190             |
| 2004               | 618,950             | 226,350             | 845,300             |
| 2005               | 622,670             | 226,250             | 848,920             |
| 2006               | <u>619,520</u>      | <u>225,500</u>      | <u>845,020</u>      |
|                    | <u>\$ 3,106,225</u> | <u>\$ 1,128,035</u> | <u>\$ 4,234,260</u> |

(Continued)



Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001  
(Continued)

(12) Changes in Agency Funds

The following provides changes in assets and liabilities of the Twenty-Sixth Judicial District Attorney Agency Fund for the year ended December 31, 2001:

|                           | Balance<br>January 1,<br>2001 | Increases           | Decreases           | Balance<br>December 31,<br>2001 |
|---------------------------|-------------------------------|---------------------|---------------------|---------------------------------|
| <u>Assets</u>             |                               |                     |                     |                                 |
| Cash                      | \$ 412,706                    | \$ 1,167,619        | \$ 1,070,880        | \$ 509,445                      |
| Total Assets              | <u>\$ 412,706</u>             | <u>\$ 1,167,619</u> | <u>\$ 1,070,880</u> | <u>\$ 509,445</u>               |
| <u>Liabilities</u>        |                               |                     |                     |                                 |
| Intergovernmental payable | \$ 412,706                    | \$ 1,167,619        | \$ 1,070,880        | \$ 509,445                      |
| Total Liabilities         | <u>\$ 412,706</u>             | <u>\$ 1,167,619</u> | <u>\$ 1,070,880</u> | <u>\$ 509,445</u>               |

(13) Criminal Court Fund

R.S. 15:571.11 requires that one-half of any balance remaining in the criminal court fund at year end be transferred to the parish General Fund. The following details the amount due at December 31, 2001:

|                                  |                  |
|----------------------------------|------------------|
| Balance due at January 1, 2001   | \$ 17,660        |
| Amount due for 2001              | <u>26,513</u>    |
| Total                            | 44,173           |
| Remitted during 2001             | <u>( 17,660)</u> |
| Balance due at December 31, 2001 | <u>\$ 26,513</u> |

(14) Litigation and Claims

At December 31, 2001 the police jury is involved in numerous lawsuits. In the opinion of legal counsel for the police jury, the potential loss on all claims and lawsuits will not be significant to the police jury's financial statements.

(Continued)



Bossier Parish Police Jury  
Benton, Louisiana  
Notes to Financial Statements  
December 31, 2001  
(Continued)

(15) Risk Management

The police jury purchases commercial insurance to provide workers compensation coverage and general liability and property insurance. There were no significant reductions in insurance coverage from the previous year.

(16) Expenditures – Actual and Budget

The following individual funds have actual expenditures over budgeted expenditures for the year ended December 31, 2001:

| <u>Fund</u>                | <u>Budget</u>       | <u>Actual</u>       | <u>Unfavorable<br/>Variance</u> |
|----------------------------|---------------------|---------------------|---------------------------------|
| Rural Development Grant    | \$ 80,500           | \$ 81,408           | \$ 908                          |
| Section 8 Fund             | 2,286,622           | 2,321,092           | 34,470                          |
| LCDBG – Water Improvements | –                   | 25,239              | 25,239                          |
| Correctional Facilities    | <u>1,379,750</u>    | <u>1,407,889</u>    | <u>26,975</u>                   |
| Total                      | <u>\$ 3,746,872</u> | <u>\$ 3,834,464</u> | <u>\$ 87,592</u>                |

(17) Subsequent Event

In a May 2002 meeting, the police jury approved an ordinance authorizing the issuance of sales tax bonds to finance the expansion and renovation of the courthouse and the new correctional facility. The approximate amount of the bonds to be issued will be \$40 million.

**Bossier Parish Police Jury  
Benton, Louisiana  
Supplemental Information Schedules  
As of and for the Year Ended December 31, 2001**

**Special Revenue Funds**

**Highway Fund**

The Highway Fund accounts for the maintenance of parish highways, streets, and bridges. Financing is provided by parish transportation funds, ad valorem taxes, sales taxes, and state revenue sharing funds. In addition, the fund receives revenues from state grants, interest on investments and miscellaneous fees. Expenditures are restricted by Louisiana Revised Statute 48:753.

**Library Fund**

The Library Fund was established in accordance with Louisiana Revised Statute 25:211. The library is governed by a board of control consisting of five members appointed by the police jury. The president of the police jury is an ex-officio member. The Library Fund accounts for the operation and maintenance of the parish library. Financing is provided by ad valorem taxes, state revenue sharing, state library grants, and self-generated revenues.

**Health Unit Fund**

The Health Unit Fund accounts for the maintenance and operation of the parish health unit. Financing is provided by a special parishwide ad valorem tax and interest earnings.

**Criminal Court Fund**

The Criminal Court Fund was created by Section 571.11 of Title 15 of the Louisiana Revised Statutes of 1950, which provides that fines and forfeitures imposed by district courts and district attorney conviction fees in criminal cases be transferred to the parish treasurer and deposited in a special criminal court fund account to be used for the expenses of the criminal court of the parish. Expenditures are made from the fund on motion of the district attorney and approval of the district judge. The statute also requires that one-half of the surplus (fund balance) remaining in the fund at December 31 of each year be transferred to the parish General Fund.

(Continued)

**Bossier Parish Police Jury  
Benton, Louisiana  
Supplemental Information Schedules  
As of and for the Year Ended December 31, 2001  
(Continued)**

**Detention Center Fund**

The Detention Center Fund accounts for the maintenance and operation of the detention center, which is a secure confinement facility providing temporary care for children under 17 years of age who are charged with delinquent offenses. These children are held pending their court cases. Financing is provided by the police jury and the City of Bossier City.

**Correctional Facilities Fund**

The Correctional Facilities Fund accounts for the operation and maintenance of correctional facilities in Bossier Parish, including the furnishing of transportation and medical care for prisoners. Financing is provided by ad valorem tax revenue.

**Section 8 Fund**

The Section 8 Fund accounts for the operation of a Section 8 Housing Subsidy Program funded by the United States Department of Housing and Urban Development. The program provides housing assistance payments to participating owners on behalf of eligible tenants to provide decent, safe and sanitary housing for low-income families at rents they can afford. Housing assistance payments are used to make up the difference between the approved rent due to the owner for the dwelling unit and the occupant family's required contribution toward the rent.

**Drug Court Fund**

The Drug Court Fund accounts for the administration and operation of two grants, in cooperation with the District Attorney's office.

Bossier Parish Police Jury  
Benton, Louisiana  
Special Revenue Funds  
Combining Balance Sheet  
December 31, 2001

|  | Assets                            | Highway      | Library      | Health Unit  | Criminal  |           | Detention Center | Correctional Facilities |           | Section 8 Fund | Drug Court |  | Total  |
|--|-----------------------------------|--------------|--------------|--------------|-----------|-----------|------------------|-------------------------|-----------|----------------|------------|--|--------|
|  |                                   |              |              |              |           |           |                  |                         |           |                |            |  |        |
|  | Cash and cash equivalents         | \$ 4,614,695 | \$ 912,097   | \$ 1,133,692 | \$ 22,677 | \$ 21,953 | \$ 111,140       | \$ 135,286              | \$ 881    | \$ 6,952,421   |            |  |        |
|  | Receivables                       | 1,303,645    | 3,155,154    | 308,441      | 47,467    | 15,678    | 952,020          |                         | 10,164    | 5,792,569      |            |  |        |
|  | Due from other funds              |              |              |              | 12,747    |           |                  |                         |           |                |            |  | 12,747 |
|  | Total assets                      | \$ 5,918,340 | \$ 4,067,251 | \$ 1,442,133 | \$ 82,891 | \$ 37,631 | \$ 1,063,160     | \$ 135,286              | \$ 11,045 | \$ 12,757,737  |            |  |        |
|  | Liabilities and Fund Equity       |              |              |              |           |           |                  |                         |           |                |            |  |        |
|  | Liabilities:                      |              |              |              |           |           |                  |                         |           |                |            |  |        |
|  | Account payable                   | \$ 98,332    | \$ 220,163   | \$ 9,544     | \$ 29,865 | \$ 21,332 | \$ 156,355       | \$ 119,381              | \$ 1,110  | \$ 656,082     |            |  |        |
|  | Due to other fund                 |              |              |              | 26,513    |           |                  |                         |           | 26,513         |            |  |        |
|  | Total liabilities                 | 98,332       | 220,163      | 9,544        | 56,378    | 21,332    | 156,355          | 119,381                 | 1,110     | 682,595        |            |  |        |
|  | Fund Equity:                      |              |              |              |           |           |                  |                         |           |                |            |  |        |
|  | Fund balances - unreserved:       |              |              |              |           |           |                  |                         |           |                |            |  |        |
|  | Undesignated                      | 5,820,008    | 3,847,088    | 1,432,589    | 26,513    | 16,299    | 906,805          | 15,905                  | 9,935     | 12,075,142     |            |  |        |
|  | Total fund equity                 | 5,820,008    | 3,847,088    | 1,432,589    | 26,513    | 16,299    | 906,805          | 15,905                  | 9,935     | 12,075,142     |            |  |        |
|  | Total liabilities and fund equity | \$ 5,918,340 | \$ 4,067,251 | \$ 1,442,133 | \$ 82,891 | \$ 37,631 | \$ 1,063,160     | \$ 135,286              | \$ 11,045 | \$ 12,757,737  |            |  |        |

Bossier Parish Police Jury  
Benton, Louisiana  
Special Revenue Funds  
Combining Schedule of Revenues, Expenditures, and Changes in Fund Balances  
For the Year Ended December 31, 2000

| Revenues  | Highway      | Library      | Health Unit  | Criminal Court | Detention Center | Correctional Facilities | Section 8 Fund | Drug Court | Total         |
|---|--------------|--------------|--------------|----------------|------------------|-------------------------|----------------|------------|---------------|
| Ad valorem taxes  | \$ 583,933   | \$ 2,920,616 | \$ 264,563   | \$             | \$               | \$ 906,881              | \$             | \$         | \$ 4,675,993  |
| Sales tax   | 3,902,649    |              |              |                |                  |                         |                |            | 3,902,649     |
| Licenses and permits  | 2,140        |              |              |                |                  |                         |                |            | 2,140         |
| Intergovernmental revenues  | 980,084      | 133,188      | 42,003       |                | 209,023          |                         | 2,189,790      | 167,524    | 3,721,612     |
| Fees, charges, and commissions for service                          |              | 17,016       |              | 135,762        | 2,602            | 3,563                   |                |            | 158,943       |
| Fine and forfeitures  |              | 26,325       |              | 675,458        |                  |                         |                |            | 701,783       |
| Use of money and property   | 165,968      | 66,496       | 35,910       |                |                  | 27,663                  | 5,148          |            | 301,185       |
| Other revenues  | 173,189      | 41,688       |              |                |                  | 1,255                   |                |            | 216,132       |
| Total revenues  | 5,807,963    | 3,205,329    | 342,476      | 811,220        | 211,625          | 939,362                 | 2,194,938      | 167,524    | 13,680,437    |
| Expenditures:   |              |              |              |                |                  |                         |                |            |               |
| Current:  |              |              |              |                |                  |                         |                |            |               |
| General government:   |              |              |              |                |                  |                         |                |            |               |
| Judicial  |              |              |              | 1,062,190      |                  |                         |                |            | 1,062,190     |
| Finance and administrative  | 117,791      | 91,366       | 8,356        | 1,664          |                  | 28,367                  |                |            | 247,544       |
| Public safety   |              |              |              |                | 563,713          | 1,352,692               |                |            | 1,916,405     |
| Public works  | 4,485,508    |              |              |                |                  |                         |                |            | 4,485,508     |
| Health and welfare  |              |              | 55,266       |                |                  |                         | 2,197,949      | 154,214    | 2,407,429     |
| Culture and recreation  |              | 2,564,096    |              |                |                  |                         |                |            | 2,564,096     |
| Total expenditures  | 4,603,299    | 2,655,462    | 63,622       | 1,063,854      | 563,713          | 1,381,059               | 2,197,949      | 154,214    | 12,683,172    |
| Excess (deficiency) of revenues over expenditures                   | 1,204,664    | 549,867      | 278,854      | (252,634)      | (352,088)        | (441,697)               | (3,011)        | 13,310     | 997,265       |
| Other financing sources (uses)                                      |              |              |              |                |                  |                         |                |            |               |
| Operating transfers in  |              |              |              | 288,000        | 350,000          |                         |                |            | 638,000       |
| Operating transfers out   | (625,000)    | (235,000)    |              |                |                  |                         |                |            | (860,000)     |
| Total other financing sources                                       | (625,000)    | (235,000)    |              | 288,000        | 350,000          |                         |                |            | (222,000)     |
| Excess (deficiency) of revenues and other sources over expenditures | 579,664      | 314,867      | 278,854      | 35,366         | (2,088)          | (441,697)               | (3,011)        | 13,310     | 775,265       |
| Fund balances at beginning of year                                  | 5,240,344    | 3,532,221    | 1,153,735    | 17,660         | 18,387           | 1,348,502               | 18,916         | (3,375)    | 11,326,390    |
| Residual equity transfer  |              |              |              | (26,513)       |                  |                         |                |            | (26,513)      |
| Fund balances at end of year  | \$ 5,820,008 | \$ 3,847,088 | \$ 1,432,589 | \$ 26,513      | \$ 16,299        | \$ 906,805              | \$ 15,905      | \$ 9,935   | \$ 12,075,142 |

**Bossier Parish Police Jury  
Benton, Louisiana  
Supplemental Information Schedules  
As of and for the Year Ended December 31, 2001**

**Capital Projects Funds**

**General Capital Projects Fund**

The General Capital Projects Fund was created to account for boarding fee funds received from two of the riverboats in Bossier Parish. This money is to be utilized for Capital Projects, but a specific project has not yet been determined.

**Capital Improvements Fund**

The Capital Improvements Fund was created to account for the sales taxes received for capital improvement purposes including a maximum security jail and courthouse facilities.

**Industrial Park Construction Fund**

The Industrial Park Construction Fund accounts for financial resources used to acquire and construct facilities at the industrial park.

**Airline Drive Construction Fund**

The Airline Drive Construction Fund was created to account for the construction/improvement of Airline Drive in Bossier Parish.

**LCDBG Water System**

The LCDBG Water System Fund is used to account for a Louisiana Community Development Block Grant obtained from the State of Louisiana Division of Administration for the purpose of water system improvements.



Bossier Parish Police Jury  
Benton, Louisiana  
Capital Projects Fund  
Combining Balance Sheet  
December 31, 2001

|   | General<br>Capital<br>Projects | Capital<br>Improvements | Industrial<br>Park<br>Construction | Airline<br>Drive<br>Construction | LCDBG<br>Water<br>System | Total                |
|---|--------------------------------|-------------------------|------------------------------------|----------------------------------|--------------------------|----------------------|
| <b>Assets</b>   |                                |                         |                                    |                                  |                          |                      |
| Cash and cash equivalents   | \$ 3,328,623                   | \$ 66                   | \$ 165,482                         | \$ 2,335,484                     | \$                       | \$ 5,829,655         |
| Investments   |                                | 4,489,765               |                                    |                                  |                          | 4,489,765            |
| Receivables   | 75,425                         | 363,606                 |                                    | 30,252                           |                          | 469,283              |
| <b>Total assets</b>   | <b>\$ 3,404,048</b>            | <b>\$ 4,853,437</b>     | <b>\$ 165,482</b>                  | <b>\$ 2,365,736</b>              | <b>\$</b>                | <b>\$ 10,788,703</b> |
| <b>Liabilities and Fund Equity</b>                                |                                |                         |                                    |                                  |                          |                      |
| <b>Liabilities:</b>   |                                |                         |                                    |                                  |                          |                      |
| Accounts payable  | \$ 24,189                      | \$ 234,805              | \$                                 | \$ 7,190                         | \$                       | \$ 266,184           |
| Due to other fund   |                                | 11,300                  |                                    |                                  |                          | 11,300               |
| <b>Total liabilities</b>  | <b>24,189</b>                  | <b>246,105</b>          |                                    | <b>7,190</b>                     |                          | <b>277,484</b>       |
| <b>Fund Equity - fund balances -<br/>unreserved, undesignated</b> | <b>3,379,859</b>               | <b>4,607,332</b>        | <b>165,482</b>                     | <b>2,358,546</b>                 |                          | <b>10,511,219</b>    |
| <b>Total liabilities and fund equity</b>                          | <b>\$ 3,404,048</b>            | <b>\$ 4,853,437</b>     | <b>\$ 165,482</b>                  | <b>\$ 2,365,736</b>              | <b>\$</b>                | <b>\$ 10,788,703</b> |

Bossier Parish Police Jury  
Benton, Louisiana

Capital Projects Fund

Combining Schedule of Revenues, Expenditures and Changes in Fund Balance  
For the Year Ended December 31, 2000

|  | General<br>Capital<br>Projects | Capital<br>Improvements | Industrial<br>Park<br>Construction | Airline<br>Drive<br>Construction | LCDBG<br>Water<br>System | Total         |
|--|--------------------------------|-------------------------|------------------------------------|----------------------------------|--------------------------|---------------|
| Revenues   |                                |                         |                                    |                                  |                          |               |
| Intergovernmental revenues   | \$                             | \$                      | \$                                 | \$                               | \$                       | \$            |
| Sales tax  |                                | 5,136,488               |                                    |                                  | 25,239                   | 25,239        |
| Fees, charges, and commissions<br>for services                         | 962,675                        |                         | 122,700                            | 451,225                          |                          | 1,536,600     |
| Use of money and property  | 141,570                        | 82,168                  | 9,085                              | 79,587                           |                          | 312,410       |
| Total revenues   | 1,104,245                      | 5,218,656               | 131,785                            | 530,812                          | 25,239                   | 7,010,737     |
| Expenditures   |                                |                         |                                    |                                  |                          |               |
| General government - finance and administrative                        |                                | 38,056                  |                                    |                                  |                          | 38,056        |
| Capital projects   | 204,610                        | 976,222                 | 280,690                            | 456,897                          | 25,239                   | 1,943,658     |
| Total expenditures   | 204,610                        | 1,014,278               | 280,690                            | 456,897                          | 25,239                   | 1,981,714     |
| Excess (deficiency) of revenues<br>over expenditures                   | 899,635                        | 4,204,378               | (148,905)                          | 73,915                           |                          | 5,029,023     |
| Other financing sources (uses)   |                                |                         |                                    |                                  |                          |               |
| Operating transfers in   |                                | (315,943)               |                                    |                                  |                          | (315,943)     |
| Operating transfers out  |                                | (315,943)               |                                    |                                  |                          | (315,943)     |
| Total other financing sources  |                                |                         |                                    |                                  |                          |               |
| Excess (deficiency) of revenues<br>and other sources over expenditures | 899,635                        | 3,888,435               | (148,905)                          | 73,915                           |                          | 4,713,080     |
| Fund balance at beginning of year                                      | 2,480,224                      | 718,897                 | 314,387                            | 2,284,631                        |                          | 5,798,139     |
| Fund balances at end of year   | \$ 3,379,859                   | \$ 4,607,332            | \$ 165,482                         | \$ 2,358,546                     | \$                       | \$ 10,511,219 |

Bossier Parish Police Jury  
Benton, Louisiana  
Schedule of Compensation Paid Policy Jurors  
December 31, 2001

Schedule 5

|                            | Amount         |
|----------------------------|----------------|
| W. Wayne Hammack           | \$ 14,400      |
| Winfred Johnston           | 14,400         |
| Jerome L. Darby            | 14,400         |
| Eddy Shell                 | 14,350         |
| Jeff Rogers                | 14,400         |
| Rick L. Avery              | 14,350         |
| Brad Cummings              | 14,400         |
| Jimmy Cochran              | 14,350         |
| Henry Mitchell             | 14,400         |
| Jessie Williams, President | 14,350         |
| Bill Altimus               | 14,400         |
| Hank Meachum               | 14,400         |
| <br>Total                  | <br>\$ 172,600 |

The schedule of compensation paid to police jurors is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Compensation of the police jurors is included in the legislative expenditures of the General Fund. In accordance with Louisiana Revised Statute 33:1233, the police jury has elected *the monthly payment method of compensation.*

Bossier Parish Police Jury  
Benton, Louisiana  
Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2001

| <u>Federal Grantor / Pass-Through Grantor / Program Title</u>   | <u>Federal<br/>CFDA Number</u> | <u>Pass-Through<br/>Grantor's Number</u> | <u>Expenditures</u> |
|---|--------------------------------|--|---------------------|
| <u>U.S. Department of the Interior</u>  |                                |  |                     |
| Direct Program – Payment in-Lieu-of Taxes   | 12.112                         | Unknown                                  | \$ 30,458           |
| <u>U.S. Department of Housing and Urban Development</u>   |                                |  |                     |
| Direct Program:   |                                |  |                     |
| Low-Income Housing Assistance Program – Voucher   | 14.871                         | LA190V0                                  | 1,962,000           |
| Low-Income Housing Assistance Program – Mod Rehab   | 14.856                         | LA190MR                                  | 223,101             |
| Passed through Louisiana Division of Administration, Office of Community Development<br>Community Development Block Grant | 14.228                         | 107-900424                               | <u>25,239</u>       |
| Total U.S. Department of Housing and Urban Development  |                                |  | <u>2,210,340</u>    |
| <u>Federal Emergency Management Agency</u>  |                                |  |                     |
| Passed through Louisiana Military Department, Office of Emergency Preparedness<br>Public Assistance Grants                | 83.544                         | Unknown                                  | <u>226,252</u>      |
| <u>U.S. Department of Justice</u>   |                                |  |                     |
| Passed through Louisiana Commission on Law Enforcement<br>Juvenile Drug Court   | 16.523                         | A-98-8-009                               | 11,173              |
| Juvenile Drug Court   | 16.523                         | A-99-8-021                               | <u>77,851</u>       |
| Total U.S. Department of Justice  |                                |  | <u>89,024</u>       |
| <u>U.S. Department of Health and Human Services</u>   |                                |  |                     |
| Passed through Louisiana Health and Hospitals<br>Juvenile Drug Court  | 93.959                         | 562682                                   | <u>79,484</u>       |
| <b>Total Federal Expenditures</b>   |                                |  | <u>\$ 2,635,558</u> |

NOTE 1: The accompanying schedule of expenditures of federal awards is prepared on the accrual basis of accounting.

# COOK & MOREHART

*Certified Public Accountants*

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SOCIETY OF LOUISIANA  
CERTIFIED PUBLIC ACCOUNTANTS

Report on Compliance and on Internal Control Over Financial  
Reporting Based on an Audit of Financial Statements  
Performed In Accordance With Government Auditing Standards

Bossier Parish Police Jury  
Benton, Louisiana

We have audited the primary government financial statements of Bossier Parish Police Jury as of and for the year ended December 31, 2001, and have issued our report thereon dated May 31, 2001. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Bossier Parish Police Jury's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance that is required to be reported under *Government Auditing Standards*, and which is described in the accompanying schedule of findings and questioned costs as item 2001-B1.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Bossier Parish Police Jury's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.



This report is intended solely for the information and use of management and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "Cook & Morehart", with a stylized, cursive script.

Cook & Morehart  
Certified Public Accountants  
June 14, 2002

# COOK & MOREHART

*Certified Public Accountants*

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CERTIFIED PUBLIC ACCOUNTANTS

## Report on Compliance With Requirements Applicable to Each Major Program and Internal Control Over Compliance In Accordance with OMB Circular A-133

Bossier Parish Police Jury  
Benton, Louisiana

### Compliance

We have audited the compliance of Bossier Parish Police Jury with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended December 31, 2001. Bossier Parish Police Jury's major federal programs are identified in the summary of auditor's results action section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of Bossier Parish Police Jury's management. Our responsibility is to express an opinion on Bossier Parish Police Jury's compliance based on our audit.

We conducted our audit in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on test basis, evidence about Bossier Parish Police Jury's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Bossier Parish Police Jury's compliance with those requirements.

In our opinion, Bossier Parish Police Jury complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended December 31, 2001.

### Internal Control Over Compliance

The management of Bossier Parish Police Jury is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Bossier Parish Police Jury's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on the internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts, and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended solely for the information and use of management and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.

A handwritten signature in black ink, appearing to read "Cook & Morehart", with a long, sweeping horizontal line extending to the right.

Cook & Morehart  
Certified Public Accountants  
June 14, 2002

Bossier Parish Police Jury  
Benton, Louisiana

Summary of Schedule of Prior Audit Findings  
December 31, 2001

There were no findings or questioned costs in the audit for the year ended December 31, 1999.

Schedule of Finding and Questioned Costs  
December 31, 2001

**A. Summary of Audit Results**

1. The auditor's report expresses an unqualified opinion on the financial statements of Bossier Parish Police Jury.
2. No reportable conditions are reported in the Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. One instance of noncompliance material to the financial statements of Bossier Parish Police Jury was disclosed during the audit.
4. No reportable conditions are reported in the Report on Compliance With Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance With OMB Circular A-133.
5. The auditor's report on compliance for the major federal award programs for Bossier Parish Police Jury expresses an unqualified opinion.
6. The audit findings relative to the major federal award programs for Bossier Parish Police Jury are reported in Part C. of this Schedule.
7. The program tested as a major program included: 1) Low-Income Housing Assistance Program, CFDA #14.871.
8. The threshold for distinguishing Types A and B programs was \$300,000.
9. Bossier Parish Police Jury qualifies as a low-risk auditee.

**B. Findings – Financial Statements Audit:**

**2001-B1**

*Condition:* The Bossier Parish Police Jury did not have its deposits adequately secured at December 31, 2001, through federal deposit insurance or the pledge of securities. The total unsecured bank balances as of December 31, 2001, was \$2,946,635. (See note 3 to the financial statements) On January 14, 2002, an additional \$4,986,650 of securities was pledged to the Police Jury.

(Continued)

Bossier Parish Police Jury  
Benton, Louisiana  
Schedule of Finding and Questioned Costs  
December 31, 2001  
(Continued)

*Criteria:* Louisiana Revised Statute 39:1221 requires that all deposits be secured by federal deposit insurance (FDIC) or pledged securities.

*Recommendation:* We recommend that the Bossier Parish Police Jury monitor its deposits on a regular basis to ensure deposits are adequately secured at all times.

*Management Response:* In response to the audit finding, this is to advise that our administrator bank has advised that they will contact each participant bank each month to ensure compliance with proper collateralization requirements. In addition, office staff of the Bossier Parish Police Jury will monitor its deposits monthly to ensure that deposits are adequately secured at all times.

**C. Findings and Questioned Costs – Major Federal Award Programs Audit: None**



**Bossier Parish Police Jury  
Benton, Louisiana  
Summary Schedule of Prior Year Audit Findings  
Schedule For Louisiana Legislative Auditor  
December 31, 2001**

**There were no findings, questioned costs, or management letter comments in the prior audit for the year ended December 31, 2000.**

**Corrective Action Plan For Current Year Audit Findings  
Schedule For Louisiana Legislative Auditor  
December 31, 2001**

***There was one finding for the current year audit, listed as item 2001-B1 in the accompanying schedule of findings and questioned costs. There were no management letter comments for the current audit for the year ended December 31, 2001.***